Minutes: Early ACCESS Executive Committee November 12, 2008

Meeting purpose

The purpose of this meeting is to:

- filter information and prepare for the Council
- set framework and agenda for Council
- identify and make recommendations for the appropriate utilization of state resources
- consider action on the recommendations of the Council
- set priorities for development of the Early ACCESS system
- implementation of the Memorandum of Agreement
- transact all regular business of the Council between meetings

Date, time, and place

Date: November 12, 2008

Time: 2:00-4:30 pm

Place: Jessie Parker Building-Starkweather Conference Room

Attendees

Kelly Hancock, Jeff Anderson (for Mary Nelson), Jane Borst, LauraBelle

Sherman-Proehl, Mary Stevens, Debra Waldron

Staff: Julie Curry, Barb Khal, Marion Kresse, Lisa Naig, Kelly Schulte,

Susan White

Excused: Ron Koch, Troy McCarthy, Carrie Sodders

Guests: Jim Donoghue, Janet Gartin

Approval of previous minutes

A motion to approve the September 10, 2008 minutes with updated

corrections, passed.

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Topics discussed

The table below identifies the topics discussed in the meeting and the person who led each discussion.

Topic	Discussion Leader
Introductions/Rescheduling	Kelly Hancock, Julie Curry
Meetings	
Endorsement Request	Jane Borst, Kelly Schulte
Family Support Credentialing	Janet Gartin
Process	
Positive Behavior Support Update	Barb Khal
Informal System Concerns Report	Marion Kresse
Past President Role	Kelly Hancock
Medicaid Update	Jim Donoghue
Follow up to September ICEA	Kelly Hancock
Meeting	
Plan for next Executive and ICEA	Kelly Hancock
Meeting	
Sharing and adjourn	Kelly Hancock

Introductions/ Rescheduling meetings

Introductions of Early ACCESS Executive Committee, guests and staff were made.

The table below indicates the new dates, times, and location for updated meeting schedule the Committee approved.

Date	Time	Location
December 17, 2008	2:00-3:00pm	Jesse Parker-Starkweather
	Conference Call	Conference Room
January 14, 2009	2:00-4:30pm	Jesse Parker-Starkweather
		Conference Room
February 18, 2009	2:00-4:30pm	Jesse Parker-Starkweather
		Conference Room
April 1, 2009	2:00-4:30pm	Jesse Parker-Starkweather
		Conference Room

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Endorsement request

Jane Borst, Kelly Schulte

In the past, the Department of Public Health has used and trained practitioners on the Denver Developmental Screening Tool II (DDSTII) across the state..

The Department of Public Health is now requesting the Committee's approval to recommend using a developmental and social/emotional screening tool for state funding trainings to promote quality referrals to Early ACCESS as a part of they system's early identification efforts.

The Ages and Stages Questionnaire (ASQ) and Ages and Stages Questionnaire-Social Emotional (ASQ-SE) are already being widely used in the field. Practitioners may still use the DDSTII and other tools for screening, however, the Department of Public Health will only be training on the ASQ and ASQ-SE.

A motion to approve the endorsement request was entered.

Action. The Committee voted to approve the endorsement request.

Family support credentialing process

Janet Gartin

Janet Gartin, State Family Support Coordinator, shared information about state efforts to improve quality services.

The credentialing process was designed for family support programs that do not have access to outside evaluation and are not currently credentialed through a national process. Both in home family support programs and group based parent education programs are eligible to apply.

Janet provided handouts of a summary of Iowa Family Support Credentialing Process, Overview of the Iowa Family Support Standards, Sample Peer Review Schedule, and Iowa Family Support Peer Reviewer Confidentiality Agreement.

The overview does not contain the second order standards. For a complete listing of the standards you may find them at: http://www.empowerment.state.ia.us/common/pdf/fs_standards.pdf

Positive behavior support update

Barb Khal

Barb shared with the Committee the Positive Behavior Support in Iowa, which uses the Center on the Social and Emotional Foundations for Early Learning (CSEFEL) pyramid model. Based at Vanderbilt University, CSEFEL focuses on promoting the social emotional development and school readiness of young children birth to age 5.

Positive behavior support describes a process for addressing children's challenging behavior that is based on an understanding of the purpose of the behavior and a focus on teaching new skills to replace challenging behavior.

You may find additional resources at www.vanderbilt.edu//csefel

EA informal system concerns report

Marion Kresse

Marion presented a quarterly report which indicated callers' concerns and the resolution or current efforts that are being made to resolve their concerns.

Past president role

Kelly Hancock

Kelly facilitated a discussion on the role of the past president and voting rights.

The Committee discussed how a past president may remain on the panel as an ex-officio member. A motion was entered to accept this role as an ex-officio member.

Action. The Committee voted and approved motion to keep a past president on as an ex-officio member.

Medicaid

Jim Donoghue

Jim returned to the Committee to provide an update on Medicaid requirements. The biggest change to the Medicaid rules is the limitation to one targeted case manager. They will be modifying the provider manual shortly to recognize this change.

Follow up to September ICEA meeting

Kelly Hancock

Kelly and the Committee agreed that there will be a sign-up sheet for Council members to join a committee. A description of each committee will be provided through email to all Council members.

The Council will continue inviting service coordinators to share their roles and how they serve families across Iowa.

The Council will review the by-laws and Robert Rules of Order for the process of voting criteria.

Plan for next Executive and ICEA meeting

Kelly Hancock

There will be discussions at the Council meeting of the newest date for the Annual Performance Report due February 1, 2009.

A Panel of dedicated and dual service coordinators from rural settings will be introduced at the November 21, 2008 meting.

Sharing and adjourn

Kelly Hancock

The Committee did not have any news to share and a motion to adjourn was entered and passed.

Next meeting date, time and location

Date: December 17, 2008

Time: 2:00-3:00pm (Conference Call)

Location: Jesse Parker Building-Starkweather Conference Room